

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
JULY 18, 2018**

Mayor Piserchia read the following statement:

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and the Courier News. Notice was also posted on the Township Website. The notice was posted on the bulletin board in the Municipal Building on January 3, 2018 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

EXECUTIVE SESSION

**RESOLUTION #18-203
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meets in closed session to discuss the following matters:

Personnel:

- Statutory Employees
- Background Checks/Drug Testing
- DPW- Class approvals
- Police Chief Appointment

BE IT FURTHER RESOLVED that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

MOVED by: Committeeman Bruce Meringolo of the Township Committee of the Township of Long Hill that Resolution #18-203 is hereby approved for Executive Session. **SECONDED** by: Committeeman Brendan Rae.

ROLL CALL VOTE: All in favor.

Mayor Piserchia opened the meeting at 7:40 pm.

All present recited the Pledge of Allegiance.

ROLL CALL: Mayor Piserchia, Deputy Mayor Dorsi, Committeeman Meringolo, Committeeman Rae and Committeeman Schuler were present. Also present were Attorney Jack Pidgeon, Administrator Nancy Malool and Township Clerk Deborah Brooks.

LIAISON REPORT:

Committeeman Meringolo: Reported that the next edition of the newsletter is coming up and any suggestions for articles are welcome.

Committeeman Schuler: No report.

Deputy Mayor Dorsi: Thanked the Fire Departments and mutual aid services for doing a good job at the fire this past Saturday.

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Committeeman Rae: Reported HPAC's July 11th meeting was cancelled and rescheduled for August 1st at which time the June 27th Historic Society's presentation regarding the Milling Schoolhouse will be discussed.

PRESENTATION: AUDIT REPORT – John Mooney, Nisivoccia

Mr. Mooney gave a brief synopsis of the 2017 audit and answered questions from the Committee.

ADMINISTRATORS REPORT:

- Ms. Malool and Acting DPW Dir. Gallo had met with JCP&L representative Rob Walton to discuss the costs of running electric for a new light at the Gillette Train Station. It will be approximately \$2000. Ms. Malool is gathering prices on different size poles and will come back to the Committee with final pricing for adding a light to the train station.
- NJAW has begun a \$700,000 water main replacement project on Essex Avenue that should be completed by Labor Day.
- A multi street paving project will start on Monday, July 23 and should be completed in 8 days. The streets involved are Church Rd, Highland Ave., Hilltop Rd., Home St., Midvale Ave., Lower Overlook Rd., Passaic St., Skyline Dr., Stonehouse Rd., and Riverview Dr.
- The cleanup of vegetative waste in Central Park has been completed. After DEP inspection and approval the \$30,000 being held from the flood acquisition project should be given to the Township.
- Ms. Malool and the Dir. Of Recreation, Lisa Scanlon have continued discussion of the two proposed Dog Park sites to be fully discussed at the August 15th meeting. Ms. Malool reviewed the approximate costs of each project: \$15,000-\$20,000 for the site located behind Town Hall and \$50,000 to \$75,000 for the Laura Drive site.
- Tax Bills will be going out a little late due to the change in state funding in the latest budget and state aid given to the High School district. The Board of Education met last night and determined the aid will not go toward tax relief. The new bills should be issued within two weeks and there will be the usual grace period allotted.
- Sewer bills went out last week, August 20th is the deadline for payment with no penalty.
- Oaks Road paving, curbing and drainage project has been awarded.
- Ms. Malool spoke with Ms. Grillo regarding the Veterans Banner project. They will meet in the beginning of August to discuss the use of the lamp poles on Main St. to hang the banners. This will necessitate the use of a smaller banner than originally suggested.
- After a citizen had reported line of sight concerns on Mountain and Long Hill Road, a 400' area of Mountain has been cleared and the County is going to look into moving the existing stop sign forward for a better line of sight.

CONSENT AGENDA RESOLUTIONS:

The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: Committeeman Rae of the Township Committee of Long Hill Township, that Resolution #18-203 through #18-207, #18-208 through #18-214 and #18-217 are hereby approved. **SECONDED** by: Committeeman Meringolo. **ROLL CALL VOTE:** All in favor.

**RESOLUTION 18-204
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

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BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

**RESOLUTION 18-205
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the June 27, 2018 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the June 27, 2018 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION #18-206
AUTHORIZING REFUND OF RECREATION DEPOSIT**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director, does hereby authorize the following refunds:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>PROGRAM</u>
Ciamei	225 Gates Ave, Gillette	\$265.00	Rec. Camp

**TOWNSHIP OF LONG HILL
RESOLUTION 18-207
APPOINTING SEASONAL DPW LABORER - HARRIS**

WHEREAS, the Township Department of Public Works (DPW) is in need of a seasonal laborer; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that TYLER HARRIS be hired as a seasonal DPW laborer for the months of July and August at a rate of \$13.00 per hour, not to exceed 34 hours per week, retroactive to July 2, 2018.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-208**

**AUTHORIZING AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
("MOU") WITH COMMUNITY OPTIONS TO DEVELOP A GROUP HOME BY
INCREASING THE TOWNSHIP'S CONTRIBUTION FROM THE AFFORDABLE
HOUSING TRUST FUNDS FROM \$75,000 TO \$100,000**

WHEREAS, the Township of Long Hill's Master Plan Housing Element ("Plan") includes housing for those with developmental disabilities; and

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WHEREAS, Resolution 17-322, adopted December 29, 2017, authorized the Township to enter into a Memorandum of Understanding (“MOU”) with Community Options to develop a group home at property which is identified in the MOU, but which has been redacted until Community Options enters into a contract to purchase the property; and

WHEREAS, under the terms of the MOU, the Township agreed to contribute \$75,000 in affordable housing trust funds toward the development of the project; and

WHEREAS, it has been determined that an additional \$25,000 contribution is needed to make the project financially viable;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, as follows:

1. The Memorandum of Understanding with Community Options as authorized by Resolution 17-322 is hereby amended by increasing the Township’s contribution from \$75,000 to \$100,000.
2. If this project comes to fruition, the Township’s contribution will be appropriated from the Affordable Housing Trust Fund.
3. In all other respects, the MOU shall remain unchanged.

**TOWNSHIP OF LONG HILL
RESOLUTION# 18-209
Resolution to Cancel Outstanding Checks**

WHEREAS, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

WHEREAS, it is necessary to formally cancel the outstanding checks;

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Long Hill, the following outstanding check issued from the Township of Long Hill bank accounts be cancelled and the monies turned over to the Township of Long Hill General Fund:

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Bail Account
CK# 850 - \$11.00

Issued to Brian Kerwin on 10/13/17

**TOWNSHIP OF LONG HILL
RESOLUTION 18-210
AUTHORIZATION TO FILE FOR MORRIS COUNTY
TRAIL CONSTRUCTION PROGRAM GRANT**

WHEREAS, the Township Committee received a 2016 Trail Construction Program Grant in the amount of \$18,800 to complete a trail in the Matthew G. Kantor Park; and

WHEREAS, the final cost estimates for the project significantly exceeded the anticipated costs; and

WHEREAS, the Township Committee agreed to rescind the 2016 grant award in order to apply for additional funding from the 2018 grant program;

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the Mayor, Township Clerk and Township Administrator are authorized to apply for a 2018 Morris County Trail Construction Grant in an amount up to \$75,215.45 with \$65,000 in grant funding from Morris County and \$10,215.45 in local funding.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-211
In Grade Advancement - Sugalski**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Acting Police Chief Ahmed Naga, does hereby approve the advancement of Sergeant Melissa Sugalski to Sergeant Grade II, effective August 1, 2018 at an annual salary of \$ 117,556.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**RESOLUTION 18-212
In Grade Advancement - Gelino**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Acting Police Chief Ahmed Naga, does hereby approve the promotion of Sergeant Christopher Gelino to Sergeant Grade I, effective August 10, 2018 at an annual salary of \$ 122,830.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-213
CERTIFYING JUNIOR MEMBERSHIP WITH THE STIRLING
VOLUNTEER FIRE COMPANY**

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BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that **JAMES MCKENNA** is a Junior Member of the Stirling Volunteer Fire Company, No. 1.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-214
CERTIFICATION OF 2017 LOSAP PARTICIPANT LIST**

WHEREAS, the Mayor and Township Committee of the Township of Long Hill have authorized a Length of Service Award Program (LOSAP) for the Long Hill Volunteer First Aid Squad, Stirling Volunteer Fire Department and the Millington Volunteer Fire Department; and

WHEREAS, the Long Hill Volunteer First Aid Squad, the Stirling Volunteer Fire Department and the Millington Volunteer Fire Department have collectively certified 85 members eligible for a contribution based on their service during the year 2017; and

WHEREAS, eligible members are not required to participate in LOSAP, however if they wish to participate, a participant agreement was requested to be submitted;

WHEREAS, the maximum contribution for each member for the 2017 service year has been determined to be \$1,265.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, as follows:

1. The attached certified list of members for each participating emergency service organization is hereby approved.
2. The approved list of active certified volunteer members shall be returned to each emergency service organization and posted for at least 30 days for review by the membership.
4. An active volunteer member whose name does not appear on the approved certification list or who is denied credit for prior service must appeal within 30 days of the posting of the list. The appeal must be in writing and mailed to the Township Clerk. The Township Committee will then investigate the appeal, which is subject to judicial review. Once the 30 days have elapsed, and subject to holding any members being appealed, payment shall be made to the individual members' accounts in the deferred income program administered by Lincoln Financial, the LOSAP Trustee, up to the sum of \$101,212.10 per the attached list:

**TOWNSHIP OF LONG HILL
RESOLUTION 18-217
Approval to Attend DPW Certified Public Works Manager Classes – Gallo**

WHEREAS, the Township Committee has received a memo from Acting DPW Director Al Gallo requesting approval to attend the following Certified Public Works Manager Classes at a cost of \$2200:

- Management Tasks, Responsibilities and Practices
- Managing and Developing Human Resources
- Public Relations

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NOW, THEREFORE, BE IT RESOLVED the Long Hill Township Committee hereby approves the request for Al Gallo to attend the classes as outlined in his memo.

RESOLUTIONS:

**RESOLUTION 18-215
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Township Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Long Hill, hereby states that it has complied with N.J.A.C. 5:30-6.5 and

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does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Resolution #18-215 is hereby approved. **SECONDED** by: Committeeman Schuler. **ROLL CALL VOTE:** All in favor.

**RESOLUTION 18-216
AUDIT CORRECTIVE ACTION PLAN**

WHEREAS, the Long Hill Township Committee is in receipt of the 2017 Report of Audit for the period ending December 31, 2017; and

WHEREAS, the Mayor and Township Committee formally accepted said audit document on July 18th, 2018; and

WHEREAS, it is necessary to develop and obtain Mayor and Township Committee approval of an Audit Corrective Action Plan; and

WHEREAS, said plan must be approved and filed within sixty days of formal notice.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Long Hill that the required Audit Corrective Action Plan, having been prepared and submitted by the Chief Financial Officer, is hereby approved and further that said plan document be placed on file and made available for public inspection in the Office of the Township Clerk.

MOVED by: Committeeman Schuler of the Township Committee of Long Hill Township, that Resolution #18-216 is hereby approved. **SECONDED** by: Committeeman Meringolo. **ROLL CALL VOTE:** All in favor.

DISCUSSION:

- Rolling Knolls Landfill Remediation – GSWA Executive Director Sally: Mayor Piserchia, as a member of the GSWA Board, recused himself at this point and left the room. Ms. Rubin requested the Committee support adding the idea of remediation, by putting contamination waste in a deep clay hole, to the EPA’s final list of possible remediation solutions. She recommended the Committee send a letter to the EPA offering such support and would send Ms. Malool the letter Harding Township used as a sample. Moved by Committeeman Rae, seconded by Committeeman Meringolo, and passed unanimously, the Committee directed Ms. Malool to send the supporting letter to the EPA.
- AT&T requesting a monopole or flagpole in Long Hill Township, specifically in the area of The Millington School House 1820 Long Hill Road or the Hicks Tract. After a brief discussion, the Committee directed Ms. Malool to respond to the request, rejecting the Millington School site and noting they would be willing to consider the Hicks Tract Park location if AT&T got approval from the state since Hicks Tract is in Green Acres: The Committee suggested AT&T investigate the possibility of installing a pole at The Shrine of St. Joseph.
- Stirling Lake Vendors – this discussion was moved to the August 15th meeting.
- Turtle Rock Park: The Committee rejected the request of the HPAC to cover the expense of a second bench in Turtle Rock Park. The bench was originally to be donated but the donor pulled the donation. The Committee felt the table, one bench, a trash and recycling receptacle would be

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enough.

- Vacant/Abandoned Property Ordinance- This ordinance would require owners of abandoned property to register with the Township and will be introduced at the next meeting.
- Stirling Train Station Parking Lot/Railroad Avenue Parking: After discussion the Committee directed Attorney Pidgeon to have an Ordinance ready for Introduction at the next meeting which would allow non permitted parking in the Stirling Train Station after 4pm. This would hopefully alleviated the parking situation on Railroad Avenue. Additionally there was discussion of changing the duration of street parking on Main Street and widening Railroad Avenue to the ROW maximum.

OLD BUSINESS/NEW BUSINESS:

- Committeeman Rae reported that the Township's "A Way Out" Committee and the County CARES committee are working together jointly and encouraged any residents dealing with addiction to reach out to the "A Way Out" Committee members for expeditious help.

ANNOUNCEMENTS/CORRESPONDENCE:

- Free Movie Night – Stirling Lake – Friday, July 27th (raindate 28th) PETER RABBIT
8:15PM

MEETING OPEN TO THE PUBLIC

- Tom Grosskopf thanked Ms. Malool for her continued effort in working toward getting an additional light at the Gillette Train Station. He offered no parking on the north side of Railroad Avenue from 5pm to 5am as a solution to the Railroad Avenue parking issue.
- Dennis Sandow noted 7 or eight years ago there was a proposal to put a tower in the back of the Runion(sp?) property to help with consistent service along the train route. He suggested some of the other Open Space properties can be considered for the Dog Park and reminded everyone that the next Freedom Tour is 376 days away.
- Charles Arentowicz wondered what other NJAW capital improvement projects the residents of Long Hill are funding, noted the Township spent money over the allotted \$10,000 for the cleanup of the vegetative waste on the land division property and said the Town's street lights were very cheap looking and he wouldn't want his veteran's banner to be hung on one.
- Chris Ratti voiced concern over his ability to continue the operation of his business during whatever new construction occurs on the Valley Road Redevelopment property. He was assured his business would be continue to be able to function.

ADJOURNMENT

On motion by Mr. Meringolo, seconded by Mr. Dorsi, all in favor, the meeting was adjourned at 9:33pm.

Respectfully submitted,

Deborah Brooks, RMC/CMR